



Republic of the Philippines
PROVINCE OF SORSOGON
MUNICIPALITY OF GUBAT

OFFICE OF THE MAYOR

EXECUTIVE ORDER NO. 2019- 12

CREATING THE 2019 GINUBAT FESTIVAL MANAGEMENT TEAM
AND ITS WORKING COMMITTEES

WHEREAS, Section 16 of Republic Act No. 7160 otherwise known as the Local Government Code of 1991, states that the local government units shall ensure and support, among other things, the preservation and enrichment of culture.

WHEREAS, Section 17 of the same code, states that the local government units shall exercise powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of the basic services and facilities including tourism facilities and other tourist attractions for tourism development and promotion programs;

WHEREAS, included in the major sub-sectors prevalent in Philippine tourism are ecotourism; adventure, outdoor and sports; amusement, entertainment and leisure; and cultural and heritage tourism (Alvia and Libosada, Jr., 2009).

WHEREAS, Ginubat Festival is an annual celebration for the founding anniversary of Gubat and thanksgiving feast of St. Anthony de Padua, which promotes intangible cultural heritage and diverse traditions thru forms of expression such as dance, music, games, customs, and other arts.

WHEREAS, the Municipality of Gubat acknowledges the importance of the preservation of culture and traditions thru the principle of sustainable tourism development;

WHEREAS, Republic Act No. 9593 or the Tourism Act of 2009 emphasizes capability building of LGUs, in partnership with non-government organizations (NGOs), people's organizations (POs) and the private sector, in the management of local tourism projects and initiatives.

NOW THEREFORE, I, SHARON ROSE G. ESCOTO, Municipal Mayor of Gubat, Sorsogon, by virtue of the power vested in me by law, do hereby order the creation of the 2019 Ginubat Festival Management Team and Its Working Committees.

Section 1. EXECUTIVE COMMITTEE

Chairman : Municipal Mayor Sharon Rose G. Escoto
Vice Chairman : Municipal Vice Mayor Sixto F. Estareja *80: Jyzy 4/29/19*
Festival Manager : Tourism Officer Designate Patrick Omar B. Erustain

Members :

SB Committee Chairman on Tourism : Aiza E. Encinares *3 80: Jyzy 4/29/19*
SB Committee Vice Chairman on Tourism : Kenneth D. Escandor
All Department Heads

OMA - *[Signature]* 4-29
MTO - *[Signature]* 4/29/19
BAC - *[Signature]* 4/29/19
OMPDC - *[Signature]*
MBO - *[Signature]*

Supply - *[Signature]*
MAO - *[Signature]*
MCWDO - *[Signature]*
MENDO (MARKET) - *[Signature]* 4/29/19
MHO - *[Signature]* 4-29-19

NED - *[Signature]*
MASCO - *[Signature]*
MCR - *[Signature]*

Section 2. THE TECHNICAL WORKING COMMITTEES

A. Programs and Events	MTCAO
Sub Committees:	
Cultural Dances and Performances	Renz Bino
Trade Fair	MAO
Sports	Sangguniang Bayan - <i>gor. gaur 4/21/19</i>
Pageant	Aida Handig
Parades	
B. Communications	Kristin Antivola <i>kanbas</i>
C. Marketing and Sponsorship	Mariz Lacandula, Donel Escalora
D. Media, Promotions, and Documentation	Frances Urbano <i>gms</i>
E. Finance	MTO, MBO, and MTCAO
F. Festival Physical Set Up, Venue, Lights and Sounds	✓ Kevin Espineda, MEO, Supply Office <i>dk</i>
G. Logistic, Meals, Accommodation, and Transportation	Annabel Lanon, BAC
H. Health and Medical	MHO, MDRRMO
I. Environment and Sanitation	MENRO
J. Safety and Security	<i>pkbtw</i> PNP, Public Safety Officers, BFP <i>gms</i> → 4/29/19 PSMG <i>gms</i> <i>BERNARDEZ</i> 4/29/19

Section 3. DUTIES AND FUNCTIONS

Executive Committee: The central decision-making body and final approving authority of the Festival Management Team

Festival Manager: Oversee the organizing, implementation, and evaluation of all component activities of the festival events, and coordinate and work closely with the Technical Working Committees. He is responsible in working closely with the various stakeholders in the conduct of the festival events.

Every committee with the support of the Day Coordinator is in charge in the planning, preparation, and the implementation of all activities/events assigned to their committee; including the preparation and submission of proposals, evaluation reports, and recommendations to the Festival Manager for consolidation and presentation to the Executive Committee.

Programs and Events Committee: Consolidate and present proposed activities of all sub committees to the Executive Committee; and work with all sub committees and Day Coordinators in the implementation of activities.

Date	Event/ Activity	Day Coordinator
1 June, Saturday	AM: Ginubat 2019 Grand Opening Day - Pamahaw Pasasalamat, Mass, Saud sa Piyesta - Parade: Sinakiki (HS)/ Pandangado (Elem) teachers (LGU employees, farmers, teachers, SK) - Opening and Blessing of Encinas Pavilion - Presentation of Gat Silo and Dayang Mara candidates PM: Sarung Banggi (local bands)	Kristin Antivola
2 June Sunday	AM: Duathlon PM: Miss BaranGay	Francis Ermitatmo
3 June Monday	AM: Gubatnon Mahiguson: Trabaho, Negosyo, Kabuhayan Fair PM: Battle of the Bands	Mariz Lacandula
4 June Tuesday	PM: Harana de Gubat at Gubat Heritage Center PM2: Comedy/ Variety Show	Donel Escalora
5 June Wednesday	AM: Arbor day, mangrove planting PM: Women's Night	Sherry Yuzon

Date	Event/ Activity	Day Coordinator
6 June Thursday	AM: Paaralpugan	Mellette Torello
	PM: Senior Citizens Night	
	PM: KEJPAC Recital at GNHS	
7 June Friday	AM: Traditional Games	Aida Handig
	PM: Talent Show and Pre-Pageant Fashion Show: Gat Silo and Dayang Mara candidates	
8 June Saturday	AM: Color and Bubbles Run + Zumba	
	PM: Pageant Night – Gat Silo and Dayang Mara (Mr. and Ms. Gubat 2018)	
9 June Sunday	St. Anthony Alumni Homecoming	
10 June Monday	AM: Gubat National High School Alumni Homecoming PM: TM Bingo	
11 June Tuesday	AM: Ginubat Festival Street Dance Competition Cluster Barangays: 8 clusters; 2 groups (1 winner each) Group A: Legend Group B: History	Renz Bino
	PM: Pista sa Nayon – Barangay Night	Anabel Lanon
12 June Wednesday	AM: Katalingkasan: Independence Day Celebration Flag formation (SK, Barangay, LGU Employees) Color code: per barangay/ contingent DLC exhibition – 5 minutes each max	Frances Urbano
	PM: Ginubat X: Sports/ Arts Fest (Skate/ BMX)	
	PM: Ginubat Festival Tugtugan	
13 June Thursday	PM: Barayle sa Kapistahan	Anabel Lanon

mt
9/29/19

Communications: Facilitate all communications to and with partner host organizations, guests, and other stakeholders.

Marketing and Sponsorship: Serve as the central marketing arm of the festival, and coordinate with *Media, Promotions, and Documentation Committee* to invite sponsors.

Media, Promotions, and Documentation: Liaise with media and prepare promotional materials. Functions include research, design and records of all significant events of the festival from conception until the conduct of the festival is over.

Finance: Acts as the Festival Treasurer. Conceptualizes all income-generating activities with the program and event sub-committee assigned.

Festival Physical Set Up, Venue, Lights and Sounds: Responsible for appropriately decorating/beautifying all major thoroughfares of the municipality for the festival events. Works on the constructions and engineering requirements of the entire Festival – coordinate with *Program and Events Committee* for required set up of the activities.

Logistics, Meals, Accommodations, and Transportation: Ensure good quality of accommodation and transportation; and meals and beverages, for guests and working staff. It should ensure that food and drinks should be delivered and accommodation and transportation should be available on time to the concerned groups or individuals.


Health and Medical: Provide quick response to medical and rescue concerns. Medical stations shall be set up in all event venues.

Environment and Sanitation: Facilitate environment-related activities during Ginubat Festival, such as Arbor Day. Ensure sanitation and general cleanliness are well-maintained in the entire festival venue(s).

Safety and Security: Prepare and implement general and specific security plan/s, which includes traffic or movement of people and vehicles during events.

Section 4. EFFECTIVITY. This order shall take effect immediately.

Done this 26th day of April, 2019 in the Municipality of Gubat, Province of Sorsogon.


SHARON ROSE G. ESCOTO
Municipal Mayor

cc: Concerned Members and Offices
DILG Municipal Office